

Tiverton Municipal Buildings Feasibility Advisory Committee  
Regular Meeting Minutes  
March 23, 2010 at 7:00 p.m.  
Town Hall, 343 Highland Rd., Tiverton, RI

**Call to Order:** The meeting was called to order at 7:00 p.m.

**Approval of Minutes:**

- *March 9, 2010 regular meeting:* Two changes, the first: add page numbers, the second: bottom of page two strikethrough "Also, .... information for codes." Minutes were approved with changes.
- *March 16, 2010 site visit:* Minutes were approved.
- *March 18, 2010 site visit:* One change: add page numbers. Minutes were approved with changes.

**Status Updates/Discussion:**

- *Historical Research:* Barbara reported that she continues to work on the historical research.
- *Structural Quality Matrix:* Lou distributed draft copies of a thorough(SQM) matrix for the team to review (see the SQM for details). This is a working document and when items are noted they will be added to the matrix when/if necessary.
  - The team considered how the matrix should be completed. It was recognized that for definitive recommendations the matrix should be completed by personnel holding specific credentials in particular areas mentioned on the matrix. For the immediate time, and to give the committee a better picture of each building, the committee sees the value of having it filled in by Bob Martin, Town Maintenance, and member of the (TMBFAC) committee, as he has the most knowledge of each building being reviewed.
  - Under the operational costs/annual 2009 it was recommended to add insurance.
  - It was recommended that each building might need to have a separate document form instead of all, or in addition to all buildings being on one matrix document.
- *Zoning/Use Constraints:* Laura had nothing to report out on this topic as of yet.
- *Capital Plan:* Laura and Lynn met with Jim Goncalo.
  - It was learned that Tiverton's Capital Plan consists mostly of future equipment needs and that it has traditionally been reviewed on a occasional basis.
  - The Capital Plan does not appear to contain a "grand vision" for the future of the town (such as one would find in a strategic plan). Laura will be speaking with Chris Spencer and find out if there is any information in this area from his department.
- *Appraisals:* Lisa reviewed the Old Ranger appraisal. It was completed in November 2009, and was appraised at \$970,000.00.
  - The appraisal was done with a comparable and income focus, meaning; what could we expect to sell the property for compared to other buildings in the immediate area? If not selling; what could the town expect to get as income from the building in the area?
  - In facts and presentation the appraisal was fairly done.
  - Lou suggested that the committee also be looking at property without the building and what it could be used for. He also mentioned that at some point the committee will need a fair market value.

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- Lisa told the committee that an appraisal is not a fair market value.
- The committee agrees that the information in the appraisals is important to know and understand; they will be a help in filling out the matrix. Additionally, adding a footnote to the matrix when using information from an appraisal was recommended.
- Lisa will have the Nonquit appraisal ready for review at the next meeting.

**Site visit review/discussion:** There was no lengthy review discussion regarding the site visits. However, the committee would like to discuss the DPW during the next meeting.

**Town Council Resolution (3/22/2010 TC meeting) to allow transfer of buildings:** Lisa Laura distributed resolution (F-1b) which the Town Council reviewed at its Monday night meeting (March 22, 2010). With amendments the resolution was accepted by the Council. A concern was, the idea that the monies, if any, raised through the recommendations of this committee were not mentioned in the resolution. It was decided that this committee submit a letter to the Council to communicate our view of proceeds spending.

**Public Input – discussion of methods to solicit/gather:** The committee strongly desires public input. We also recognize the need to be more informed as a group before soliciting ideas.

- *Workshops/Charettes:* Ideas were discussed; surveys (FTM, questionnaire on the web site), as well as public meetings. Charettes will also be a benefit to the committee.
- *FTM:* Surveys distributed at the FTM to be mailed to, or dropped off at the Town Hall
- *Public Uses – Current & Future Needs:* As a team, the committee understands the necessity to be aware of the town's needs, as well as to inform the public of the town's needs. For example Laura mentioned the Community Center on Judson Street. When this committee saw what goes on in this building, the committee recognized the need to be cognizant of what might be the future needs of the departments housed there.

**To-Do List:**

- Each committee member is to go through the Ranger appraisal and fill out the matrix.
- Lisa will prepare a review of the Nonquit appraisal for the next meeting. She will send a pdf file of the appraisal to members for review.
- Laura and Lynn will compose a letter to the Town Council to communicate our (the committee's) view of the proceeds spending.
- Each committee member will come to the next meeting with three questions for the survey.
- Bob will fill out the structural quality matrix with the information he has on each building.
- Laura will find out the process for putting a survey on the web page.
- When speaking with Chris Spencer, Laura will ask if he knows of any "grand vision" from his department's point of view.
- Barbara will report on the historical research.

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**Set Next Meeting Date:** April 13, 2010, 7:00 p.m. at the Town Hall

**Adjourned:** 8:50 p.m.

Respectfully submitted: Lynn Perrault